



MINUTES

Ad Hoc Committee on Rental Properties

Thursday, April 29, 2004 – 10:30 a.m.

Tenth Floor Conference Room
City Hall

Call To Order

The meeting was called to order at 10:31 a.m.

Roll Call

Councilmember Carol Wood, Chair

Councilmember Sandy Allen, Member – Excused Absence

Councilmember Randy Williams, Member

Others Present

Don Kulhanek, Law Department

Terese Horn, Council Office

Dave Wiener, Mayor's Office

Murdock Jemerson, Parks & Rec.

Carol Abbott, Parks & Rec.

Margo Vroman, Law Dp

Public Comment on Agenda Items

Taken at the time of agenda item.

DISCUSSION/ACTION

Review of Information

Mr. Murdock and his staff answered questions raised by the Committee at the previous Committee meeting.

Councilmember Wood distributed a copy of a draft of the Ad Hoc Committee on Rental Properties report for the committee members to review and asked for their support.

COUNCILMEMBER WILLIAMS MADE A MOTION TO PLACE THE AD HOC COMMITTEE ON RENTAL PROPERTIES REPORT ON THE COUNCIL AGENDA. MOTION CARRIED, 2-0.

ADJOURN

The meeting was adjourned at 11:45 a.m.

Submitted by,
Terese Horn
Administrative Secretary
Lansing City Council

Approved by the Committee on 6-17-04

Appropriate documents attached to original set of minutes.



AGENDA

**Ad Hoc Committee on City Rental Properties
City Council Conference Room
Tenth Floor, City Hall
Thursday, April 29, 2004
10:30 a.m.**

Councilmember Carol Wood, Chair

Councilmember Sandy Allen, Member - *aw - @*

Councilmember Randy Williams, Member - *...*

I. Call to Order *10:45*

II. Roll Call

III. DISCUSSION/ACTION

▪ **Review of Information**

IV. Other

V. Adjourn

De:

[illegible]

The Ad Hoc Committee on Rental Properties

The Ad Hoc Committee on Rental Properties was given two charges; the first was to review the North and South Precinct and to recommend to the Council whether we should continue to rent both facilities. The second charge was to review policies and procedures as how the City determines what organizations have office space within City buildings.

This reports deals focus on the first of the two charges.

The Administration presented to Council a budget which began examining the duplication of services and the need to make fundamental changes in City government so we are able to continue to give the services to the community that is the most cost affective method.

The Ad Hoc Committee on Rental Properties has been meeting weekly to review a number of documents and has asked a number of questions of both the administration and our internal auditor. This committee recognizes the importance of team policing and the buy-in by the Police Department, its officers, and the community to this concept. We also realize that when the decision was made to separate the department and move into precincts there were many factors involved including a Central Police Station which was badly in need of repair. There was the lack of centrally located community centers, as well the fundament change of moving from community police officers to team policing, due to the reduction of grants from the Federal Government.

Currently, the City of Lansing has three police facilities. Central Police Administration this is located downtown with limited parking and is owned by the City. Our current cost for this building include utilities, upkeep, and parking for their employees which work in this building. This building houses the following; on the first floor is the records, false alarm billing, identification and traffic follow-up. On the second floor is, police administration, internal affairs, legal advisor, accounting, conference room and men's locker room. On the third floor is detention, breathalyzer testing, and report writing room. On the fourth floor are property and supply unit, human resources, planning and development, detention lieutenant, and women's locker room. On the fifth floor is 911 communications center extension of City Hall fifth floor. Sixth floor is the courts.

The South Precinct is located at 3400 S. Cedar. This facility includes police administration, Detective Bureau, interview rooms, property/evidence holding area, fitness area, community rooms, locker rooms, parking and gymnasium, along with varies other police and community programs that are housed at this location. This facility has had a number of problems since the Police Department first occupied the facility they have included sewer back-ups, problematic phone system to façade falling off the building. The FY 2005 anticipated rental cost for this building is \$153,301. The utilities are for FY 2005 are \$46,430.

The North Precinct is located at 740 May Street. This facility includes police administration, Detective Bureau, interview rooms, property/evidence holding area,

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fitness area, community rooms, locker rooms, parking, gymnasium, along with various other police and community programs that are housed at this location. This facility also has had a number of problems which has included climate control issues, holes in the roof, to an on going problem with water flowing into the precinct during a heavy rain event. The FY 2005 anticipated rental cost \$272,593. The utilities are \$49,835.

The total combined square footage for the north and south precinct is 46,530; this includes two gyms, community meeting rooms, and weight rooms.

If you use the figures provided by Gary Bridges of the Building Safety division the going rate to build a facility is approximately \$89 to \$119 per square foot, the annual debt retirement cost ranges \$332,618 to \$464,247 depending on a rate between five or six percent.

There are also other City of Lansing departments which currently are in leased space which could be moved into the current Central Police building. As an example, the City leases space at the former City Hall Annex for storage on the 4th floor level and the lower level which is utilized for City's supplies, mailing, and printing. These spaces currently rent at a rate of \$8,484.83 per month or \$101,817.96 per year.

The City is also renting space from the parking system in the North Capitol ramp for the Neighborhood Planning and Development office and the Parks Department a total of 16,277 square feet at a total \$255,575.25 which does not include utilities.

The City is occupying over 5,621 square feet in the North Grand Ramp. This includes the Traffic Engineering Offices, Computer & Communication Services and the Traffic Computer Room for a total of \$95,670.75 which does not include utilities.

The combined rental for above mentioned departments totals \$453,063.96, additionally for the two precincts the combined rent total is \$415,507, for a total \$868,570.96.

The Committee believes that there is an opportunity for a savings to the City on a number of different avenues, along with a more efficiently run Police Department.

The Ad Hoc committee recommends to the Council that as part of the budget policy we adopt and instruct the administration to begin a three year plan to implement moving the three police facilities into one facility which still allows for the north and south team areas of the city. This should include sufficient parking for the department and the public. Another consideration should be whether the courts should be located in this building as well.

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Spring Street Contract - Billboard.... Leasee: Viacom Outdoor Inc. No known contact person or phone #	Viacom Outdoor Inc. Phoenix, Arizona 85009 - <u>no complete address on file</u> Original company on contract was National Advertising Company - over the years this lease has been reassigned to different parties.	Lease - to use property located at 413 Spring Street. Property is being used to erect and use a billboard (advertising)	Contract currently on a year to year basis. Company is to pay \$1,500 yearly plus the rate of inflation on or before the May 1 st deadline each year. Contracted can be terminated as long as either the Lessor or Lessee state their intentions in writing 60 days prior to next effective date - return receipt mailing. Account#410-0-667000.0 - deposit account - once deposit is received a copy of check & receipt is given to Business Admin Assistant (currently Carol Abbott) keep copy of check and original receipt on file. Business Admin Assistant will deposit funds in revenue account and give to Deputy Director for Transfer. - all instructions in file records	There is no exp. date - lease can continue on a year to year basis as long as Lessee makes payment on or before the effective date	None required	Earliest on record is the original signed on 4/3/81	N/A	N/A

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
<p>Kircher Baseball Field Score Board</p> <p>Pepsi Cola Contract</p> <p>Contract signed by: Jim Simpson - Pepsi Rep. in Grand Rapids. (616) 285-8247</p> <p>Contact: Rick Tozer Lansing Pepsi Rep. (517) 327-3172</p>	<p>Pepsi Bottling Group 4900 W. Grand River Lansing, MI 48906</p> <p>Att: Rick Tozer</p>	<p>Contract is for a new scoreboard at Kircher w/ specific obligations to be met by Pepsi & City for length of contract. See contract for terms. Pepsi provided funding for scoreboard.</p>	<p>6 years - Pepsi to provide \$.25 per case rebate on all products sold at Kircher annually.</p> <p>No record of rebate monies since 4/01</p> <p>Account # 101.0.649010.0</p>	3/24/06	No insurance required.	Earliest contract on file signed 3/24/00	N/A	New Score - board

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Hope Soccer Complex Ingham County Parks Dept. Contact: Robert Moore - Director (517) 676-2233	630 ½ North Cedar Mason, MI 48854	Lease agreement between City of Lansing & Ingham County - Parks Dept.	15 year lease	7/27/2013	Insurance required - none on file. Page 4 - of attachment C Insurance....	7/27/98	N/A	To create a new recreational facility for Lansing residents.

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Football Memorandum of Understanding Eastside Spartans Youth Football Contact: Dennis Louney Executive Director 408 N. Clemons Lansing, MI 48912 (517) 349-6000 (work number) Account#101.783 832.960265.0	Dennis Louney Eastside Spartans / Mid Michigan Pony Football Executive Director 408 N. Clemons Lansing, MI 48912 (517) 349-6000 (work number)	Not a contract - Memorandum of Understanding monies are set aside every budget year for group in line item - funds allocated = \$2,500.00 - money is used for league fees & jerseys for football teams - a itemized bill showing how fund are spent is sent by group to - Leisure Services (Noyola) & forwarded to Parks Finance Person then money is	Group is active between August and November of each year. - Memorandum is done yearly - this is based upon whether or not the funds for the group has been line itemed in the budget each year. Must check by the 3 rd week in May whether or not funds have been provided. City Financial System	No exp. date - memo must be signed every fiscal year - July 1 st for new fiscal year. Memo covers group from	Expired: 11/03 - No current certificate on file. Insurance should be provided prior to the start of each season - which begin - <u>August 1st</u>	Earliest on file is for fiscal year 2000	Not known	Allows kids to take part in sports

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Cell Tower Agreements <u>American Tower Delaware Corporation</u> Contacts: as of 1/15/03 Kimberly Debonis American Tower Corp. 10 Presidential Way Woburn, MA 01801 (781) 926-4524 1-866-586-9377 Title: Property Manager Land Lease Admin.	Kimberly Debonis American Tower 10 Presidential Way Woburn, MA 01801 Site# Capitol Airport - 081099 Important: <u>3rd year</u> <u>into lease payment</u> <u>is to be increased by</u> <u>3% over the prior</u> <u>year's lease</u> <u>payment - payment</u> <u>is always due on 1st</u> <u>day of lease year -</u> <u>Dec. 1st this is to</u> <u>continue until</u> <u>termination - 3rd yr.</u> <u>starts Dec. 1, 2002</u>	Lease - for installing & maintaining a cellular tower on a parcel of land - item is on both Westside Park & Dunnebach Park	6 yr term with option to extend term for 4 - 10yr periods each term can be established without notice by Tenant or Landlord - termination occurs with notice by either party. Lease payment started at \$5000 per term Payments sent to Parks Dept. - Carol M.	11-30-07 w/ option to extend without notice for another 10years - under same terms	Expires - 12-1-04 must be sent in yearly per contract....	10-1-2001 - only one contract on file	N/A	Not known

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Cell Tower Agreements	Woodbridge Plaza 517 Route 1 South Suite 5000 Iselin, New Jersey 08830	2 Master Lease's (Cell) to use property at Kircher & Parcel B - Lansing South.	Refer to sec. 4a-b, & sec 5a-e - Per City Attorney - Margo Vroman	Expires: 5/2004 without extension	Expires: 6/15/04	5-14-99	N/A	No Known benefit
2 Master Leases for ATT Communications Corp. (lease sold to ATT Corp from SBA in 2003)	Site Administration (732) 404-9360 ext. 250	Copy of contract given to me by Dick Schaffer - Parks Dept. Landscape Architect -	10yr term w/ 3 5yr extensions. Automatic renewal if no default. Each 5yr term (lump payment in advance) for entire 5 year term. - payment schedule in contract.	run for 25 yrs if no default & extensions are honored				
Contact:	Site #34114 Kircher/Red Cedar							
ATT Communications Corp...	Site#33724 Lansing South Parcel B - Dadson St.							
Woodbridge Plaza 517 Route 1 South Suite 5000 Iselin, New Jersey 08830	Site# 33725 & Site# 33723 are handled by C&CS - Eric Tumbarella (Master Lease Holder)							
Site Administration (732) 404-9360 ext. 250								

\$132,000.00
due For
Next 5yr
Term - 5/04

66,000
For each site

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Ranney Skate Park Pepsi Cola Vending Agreement Contact: Rick Tozer Lansing Pepsi Rep. (517) 327-3172	Pepsi Bottling Group... 4900 W. Grand River Lansing, MI 48906 Att: Rick Tozer	Agreement to operate vending machine exclusively at Ranney Skate Park - on 2 nd and 3 rd year Anniversary Pepsi is to pay City \$2,500 to continue exclusive use. A monthly commission not less than 20% per case sold is to be paid to the City. City to also receive a yearly bonus based on volume sold yearly in Park - \$2,500 payment for 2 nd yr. made 10/15/03	4 years	7/1/2006	No proof of insurance required. Per contract Pepsi is required to maintain all vending equipment City is required to maintain restrooms and building where vending is located	Earliest contract on file is 7/1/02	N/A	N/A

City Pays All UTILITIES AT Park

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
J & K Steamboat Line Inc. Contact: John & Karla Chamberlain (517) 627-2154	J & K Steamboat Line P.O. Box C Grand Ledge, MI 48837 \$7,820.00 still owed for 2002 season. Must be paid by 5/15/03. 2003 Contract still in signature circulation as of 2/28/03	Agreement that allows J&K to dock their riverboat(s) at Grand River Park as well as conduct concessions	1 year term	Exp. 12/31/04	Expires 3/25/04 - required on yearly basis	earliest contract on record was dated 5/1/92	N/A	Not known

City Pays All UTILITIES AT Grand River Park.
- This group just docks Boats AT Park - NOT Hooked up to UTILITIES.

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Groesbeck Golf Course	Tom McNeil The Golden Rose Restaurant 3056 Okemos Rd Mason, MI 48854	Co-License Agreement between City of Lansing & McNeil's Market - granting Market right to be concessionaire at Groesbeck Golf Course & sell food & beverages including beer and wine	4 years	12/31/04	None on file - required to have both Liquor Liability and General Aggregate Insurance as well as a Liquor License	12/5/02	N/A	Not known
McNeil's Market, Inc.								
Contact: Thomas McNeil (517) 349-9500	Spoke to Don Ballard regarding Liquor License & Insurance - said will look into it. 2-28-03 - as of 2/4/04 no liquor, or liability insurance on file....	Lease Agreement between City & McNeil Market to lease part of Groesbeck Golf Course to use as a concession area	12 month lease	4/10/04		4/10/03		
Golden Rose Restaurant								

City pays all UTILITIES

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membershi p Status	Public Benefit
Concession - License Agreements	Walt Kepler Lansing Softball Advisory Board 4815 Knapp Dimondale, MI 48821	Concessions Agreement	1 year contract - seasonal - April to October each year.	N/A	Expires 5/1/03 - only covers Kircher Ballfield Concession	First signed contract on file was done in 1987	No known status	Money from sales go back to Board which helps Park system
2 contracts for = Lansing Softball Advisory Board	(517) 646-8732	one agreement for Ranney Park and one for Kircher Ballfield/Park	Currently no contract - Murdock J. - Director met with Mr. Kepler - no agreement has been finalized as of 1-16-03		Ranney was not used due to construction in 2002 for Ranney Skate Park			
Kircher Ball Field & Ranney Park Concessions	2-28-03 - Per Mary Winegar - - wait - decision has not been made as to who will be concessionaire at Ranney Park or Kircher							
Contact:								
Walt Kepler Lansing Softball Advisory Board 4815 Knapp Dimondale, MI 48821 (517) 646-8732	No Contract as of 2/2/04							

City Pays Utilities

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
GARDEN PROJECT Greater Lansing Food Bank Contact: Roberta Miller - Director Phone: (517) 887- 4660 Fax: (517) 887-4551	Greater Lansing Food Bank 5303 S. Cedar St. Lansing, MI Ofc. address Mailing Address: P. O. Box 30161 Lansing, MI 48909	Lease - to use bldg at 401 S. Foster St. and to use designated land at Foster, Risdale, & Cesar Donora Parks for use as a community garden -	10 yr. lease & payment of \$1.00 per yr. & garden supplies will be kept at 401 S. Foster Bldg. Group has garden at 119 th Park - park not listed in current contract..	5/1/2012	Insurance expires 4/1/04 Contract term requires insurance on a yearly basis	1 st request was made on 2/5/91 and approval was done in letter form w/ approval from the mayor until leased signed in 92 for a 10yr term	N/A	Creation of Community Gardens by Lansing Residents....

City Pays UT. 1.17.12

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Northwest Lansing Healthy Communities Initiative Ron Whitmore - Director (517) 483-4499 As of 10/2003 contract was amended - as a result - Northwest Lansing Healthy Communities Initiative is now the primary on the Contract not Sparrow Hosp. - All discussions are now between the City & NWLHCI Edward W. Sparrow Hospital Foundation originally formed contract.	Northwest Lansing Healthy Communities Initiative 125 West Main St. Lansing, MI 48933 Att: Ron Whitmore Director Per amended contract the org. now has access to the entire 2 nd floor of the Scott Center except 1 storage room. - they have keys to the front door and all ofc. space upstairs along with ofc. furniture that was present.	Lease agreement to use ofc space on the 2 nd fl. of Scott Center at 125 W. Main St., Lansing, for Northwest Lansing Healthy Communities Initiative Director of Project: Ron Whitmore (517) 483-4499	4 years	12/31/06	Exp. 4/1/03	Earliest signed is 1/8/02	N/A	N/A

CITY PAYS ALL UTILITIES - NO PHONE LINE

no post

CITY of LANSING
INTEROFFICE COMMUNICATION

To: David Wiener

From: Jim Ruff, Director 
Planning & Neighborhood Development Department

Date: February 25, 2004

Subject: Building Rental Information

In response to Council Member Carol Wood's request for building rental information, I have attached basic information from Shane Silsby of the Transportation and Parking Office which is the only office in our department that maintains building rentals.

Based upon this information, the department leases 8,670 square feet of the North Capitol Parking Ramp to Gibson's Book Store for a total of \$130,050 per year. Additionally, we have 2,311 square feet available directly across the hall from Gibson's in the North Capitol Parking Ramp for lease at approximately \$15.75 per square foot. All of the other spaces listed in the attachment are currently occupied by city offices.

Please feel free to contact me should you have any questions.

TRANSPORTATION DIVISION

LEASE INFORMATION

PUBLIC SERVICE DEPARTMENT

LEASE RATES -- FY05	SQUARE FOOTAGE	LEASE RATE	AMOUNT	DEBIT ACCOUNT NUMBER	CREDIT ACCOUNT NUMBER			
LOCATION								
Development Office	2,692	\$15.75	\$42,399.00	252.932663.745100.0	585.0.600002.0			
			split per E.W.	252.932669.745100.0	585.0.600002.0			
Planning Office	3,488	\$15.75	\$54,936.00	101.172601.745100.0	585.0.600002.0			
Building Safety Office	3,372	\$15.75	\$53,109.00	249.172610.745100.0	585.0.600002.0			
Code Compliance Office	3,738	\$15.75	\$58,873.50	101.172601.745100.0	585.0.600002.0			
Parks & Recreation Office	2,937	\$15.75	\$46,257.75	101.783810.745100.0	585.0.600002.0			
SUBTOTAL - NORTH CAPITOL - CITY	16,227		\$255,575.25		585.0.600002.0			
Gibsons Bookstore	8,670	\$15.00	\$130,050.00		585.0.600002.0			
Suite B-1 (33-01-01-16-178-051) Vacant	2,311	\$0.00	\$0.00		585.0.600002.0			
SUBTOTAL - NORTH CAPITOL - PRIVATE	8,670	Taxable	\$130,050.00		585.0.600002.0			
TOTAL - NORTH CAPITOL	24,897		\$385,625.25		585.0.600002.0			
Traffic Engineering Offices	1,481	\$15.75	\$23,325.75	101.172640.745100.0	585.0.600002.0			
Computer & Communication Services	4,140	\$15.75	\$65,205.00	101.173130.745100.0	585.0.600002.0			
Traffic Computer Room	n.a.	\$119.00	\$7,140.00	202.453636.741000.0	585.0.600002.0			
TOTAL - NORTH GRAND	5,621		\$95,670.75		585.0.600002.0			
GRAND TOTAL			\$481,296.00		585.0.600002.0			
				LEASE RATE TABLE	CPI Rate Inc.			
				FY99	14.62			
				FY00	14.62			
				FY01	14.62			
				FY02	15.06			
				FY03	15.28			
				FY04	15.75	0.9%	Sept. 2002	
				FY05	15.75		Sept. 2003	

EXTERNAL/PRIVATE

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contact	Membership Status	Public Benefit
Capitol Area Community Services	Ivan Love Jr. Director 101 E. Willow St. Lansing, MI 48906	2 Lease's for use of property at 101 & 107 E. Willow St., Lansing &	Lease for 101 & 107 Willow is for a 5 year term (total \$5.00 charge - paid)	Lease for 101 & 107 E. Willow St. expires 4/30/06	Expires 11-4-03 - current certificate on file with City Clerk	earliest contracts on file for both properties is 101 & 107 E. Willow signed 5/1/01	No known membership requirement	Providing community and social services to the community
2 Lease agreements	(517) 482-6281 (517) 393-1722	vacant land located at corner of Donora & Baker Streets	Lease for Donora/Baker St. property is a 25 year term (\$25.00 charge paid)	Lease for Donora/Baker property expires 9/12/2019		Donora/Baker signed 9/24/94		
Contact: Ivan Love Jr. Director								

~~Pay For All owed utilities~~ - They pay UT. I. T. E. S

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Lansing Oar & Paddle Club Contact: Bruce Miller	726 Touraine E. Lansing, MI 48823	Agreement/Lease club leases property/shelter at Grand River Park to house rowing shells	5 year term with yearly consideration of \$1.00 each year for term of contract - payment made for all 5 yrs.	4/30/08	Expire: 2/24/04 per contract group is required to provide current insurance for term of contract	earliest contract on file is from 1998 - Paddle Club use to be housed with MSU Crew Club but later separated	N/A	N/A

UTILITIES IF ANY PAID BY CLUB (HAVE BUILDING ON PROPERTY)

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Michigan State University - Athletic Department M.S.U. Women's Varsity Crew - University Sponsored Athletic Program. Contact: Karen Langeland Assistant Athletic Director Sports Administration for MSU Crew Clubs (deals w/ all Crew Clubs) (517) 355-6564 or Peggy Brown Assistant Athletic Director Business Manager for the MSU Athletic Dept. (deals w/ financials, contracts & insurance) (517) 355-1631	M.S.U. Athletic Dept. 224 Jenison Field House East Lansing, MI 48833 Att: Karen Langeland or Peggy Brown M.S.U. Athletic Dept. Business Dept. 228 Jenison Field House East Lansing, MI 48833 Athletic Director: Ronald Mason V.P. of Finance & Operations Fred L. Poston (signature on contract)	License for use of property/storage facility at Grand River Park for MSU boat equipment - in exchange for use group must do extensive community outreach - terms stated in contract	10yr. Term	Exp. 11/1/2011	Expires 1/23/05	earliest contract 11/1/01	N/A	N/A

They pay IF ANY UTILITIES²² associated w/ Boat House -

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Potter Park Zoological Society Contact: Carol Webster Director (517) 702-4731	Potter Park Zoological Society 1301 S. Pennsylvania Lansing, MI	Agreement - to operate on Park Property - running concessions, special events, public relations activities & fund raising -also a gift shop etc. monies derived from these activities are to be deposited in accounts established for Potter Park Zoo for Zoo benefit, improvements, & operations	5 years	3/2004	Exp. 1/1/04 insurance to be provided every year also yearly food license to run concessions	Earliest on file was signed 5/19/97	N/A	Promotion of Zoo and exposure of public to zoo activities

zoological society pay for utilities at
concessions & Education Building only
city pays for all others at zoo

TO: David Wiener, Executive Assistant to the Mayor
FROM: Murray Britton, Management Services
DATE: February 5, 2004

RE: REQUESTED INFORMATION ON LEASED PROPERTY

Liza Estlund Olson asked me to respond to your inquiry on City leased properties related to the Management Services Department.

Property leased to the City:

119 North Washington Square (Old City Hall Annex Building). This building is leased for housing the Operational Services Division of Management Services (lower level) and for storage (4th floor level). Current lease rate is \$8,484.83/Month - \$6,634.83 for the lower level and \$1,850.00 for the 4th floor level.

Property directly north of 312 N. Cedar Street (Central Garage). This property is leased for Central Garage storage. Current lease rate is \$7,000.00/Year.

Property leased by the City:

621 E Hazel Street (Hazel Street Warehouse). A small section of the west side of property is leased to Lansing Printing Company for parking. Current lease rate is \$10.00/year.

Please feel free to contact me at 483-4465 if you need further information.

cc: Liza Estlund Olson
File

Lansing Police Department Facility Rental Summary

February 3, 2004

Facility:

South Precinct

FY2005 Anticipated Rental Cost:

\$153,301

Statement of Usage:

- LPD Precinct Headquarters
- includes administration, Detective Bureau, interview rooms, Property / Evidence holding area, fitness area, community rooms, locker rooms, parking, gymnasium
- South Neighborhood Network Center
- includes Juvenile Accountability program, Community / Landlord Organizer, CARE program, Handicapper Parking Enforcement program, Riverwalk Watchers patrol, Victim Advocate program, Truancy (CUTT) program, event volunteer program

Facility:

North Precinct

FY2005 Anticipated Rental Cost:

\$272,593

Statement of Usage:

- LPD Precinct Headquarters
- includes administration, Detective Bureau, interview rooms, Property / Evidence holding area, fitness area, community rooms, locker rooms, parking, gymnasium
- also includes REACH / Special Operations Section, Community Services Officer, Lansing Police Athletic League, HOPE program

Facility:

North Neighborhood Network Center - Nandy House

FY2005 Anticipated Rental Cost:

\$41,352

Statement of Usage:

- provides citizen referral services as well as offices and meeting rooms for programs including: Food Movers, Girl Scouts, Cub Scouts, 4-H, Community Mental Health, Senior lunches, summer parenting program, theater arts summer program, Child Abuse Prevention Services (CAPS),

Dispute Resolution Center of Mid-Michigan, community "basic needs" closet, free clothing distribution, community computer lab, Knollwood/Willow Neighborhood Association, Franklin Street Housing Program, Friday Fun Club, Warren Foundation, Teen Outreach Program, Toys for Tots, Teen Challenge.

Facility:

Allen Neighborhood Center

FY2005 Anticipated Rental Cost:

\$10,000

Statement of Usage:

- provides citizen referral services as well as office and meeting space for neighborhood activities including: home improvement workshops, coordination of eastside home tour, Housing Ambassador program, Health Outreach program, Health Navigators program, publication of the *Eastside News*, maintains neighborhood web site, Youth Service Corps program, Lansing Chess Club, weekly senior coffee gathering, weekly free bread distribution, neighborhood research projects, quarterly forums and food initiatives linking urban consumers with rural producers.

2/3/04

101.343201.745100.0

LPD BUILDING RENTAL

	SOUTH	NORTH	NNC	ALLEN ST
Jul-99	10,000.00		3,333.33	
Aug-99	10,000.00	22,053.37	3,333.33	
Sep-99	10,000.00	14,368.20	3,333.33	
Oct-99	10,000.00	18,851.87	3,333.33	
Nov-99	10,000.00	20,159.70	3,333.33	
Dec-99	10,000.00	20,159.70	3,333.33	
Jan-00	10,000.00	20,159.70	3,333.33	
Feb-00	10,000.00	20,159.70	3,333.33	
Mar-00	10,000.00	20,159.70	3,333.33	SOUTH INCREASE
Apr-00	11,637.68	20,159.70	3,333.33	16.38%
May-00	11,637.68	20,159.70	3,333.33	
Jun-00	11,637.68	20,159.70	3,333.33	
	-----	-----	-----	
	124,913.04	216,551.04	39,999.96	381,464.04
Jul-00	11,637.68	20,159.70	3,333.33	
Aug-00	11,637.68	20,159.70	3,333.33	NORTH INCREASE
Sep-00	11,637.68	20,663.69	3,333.33	2.50%
Oct-00	11,637.68	20,663.69	3,333.33	
Nov-00	11,637.68	20,663.69	3,333.33	
Dec-00	11,637.68	20,663.69	3,333.33	
Jan-01	11,637.68	20,663.69	3,333.33	
Feb-01	11,637.68	20,663.69	3,333.33	
Mar-01	11,637.68	20,663.69	3,333.33	SOUTH INCREASE
Apr-01	11,637.68	20,663.69	3,333.33	2.50%
May-01	11,637.68	20,663.69	3,333.33	
Jun-01	12,510.50	20,663.69	3,333.33	
	-----	-----	-----	
	140,524.98	246,956.30	39,999.96	427,481.24
Jul-01	11,928.62	20,663.69	3,333.33	
Aug-01	11,928.62	20,663.69	3,333.33	NORTH INCREASE
Sep-01	11,928.62	21,180.28	3,333.33	2.50%
Oct-01	11,928.62	21,180.28	3,333.33	
Nov-01	11,928.62	21,180.28	3,333.33	
Dec-01	11,928.62	21,180.28	3,333.33	
Jan-02	11,928.62	21,180.28	3,333.33	
Feb-02	11,928.62	21,180.28	3,333.33	
Mar-02	11,928.62	21,180.28	3,333.33	SOUTH INCREASE
Apr-02	12,119.48	21,180.28	3,333.33	2.50%
May-02	12,119.48	21,180.28	3,333.33	
Jun-02	12,119.48	21,180.28	3,333.33	
	-----	-----	-----	
	143,716.02	253,130.18	39,999.96	436,846.16

Jul-02	12,119.48	21,180.28	3,446.00	10,000.00	
Aug-02	12,119.48	21,180.28	3,446.00		NORTH INCREASE
Sep-02	12,119.48	21,709.78	3,446.00		2.50%
Oct-02	12,119.48	21,709.78	3,446.00		
Nov-02	12,119.48	21,709.78	3,446.00		
Dec-02	12,119.48	21,709.78	3,446.00		
Jan-03	12,119.48	21,709.78	3,446.00		
Feb-03	12,119.48	21,709.78	3,446.00		
Mar-03	12,119.48	21,709.78	3,446.00		SOUTH INCREASE
Apr-03	12,386.11	21,709.78	3,446.00		2.50%
May-03	12,386.11	21,709.78	3,446.00		
Jun-03	12,386.11	21,709.78	3,446.00		

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146,233.65	259,458.36	41,352.00	10,000.00		457,044.01

Jul-03	12,386.11	21,709.78	3,446.00	10,000.00	
Aug-03	12,386.11	21,709.78	3,446.00		NORTH INCREASE
Sep-03	12,386.11	22,252.52	3,446.00		2.50%
Oct-03	12,386.11	22,252.52	3,446.00		
Nov-03	12,386.11	22,252.52	3,446.00		
Dec-03	12,386.11	22,252.52	3,446.00		
Jan-04	12,386.11	22,252.52	3,446.00		
Feb-04	12,386.11	22,252.52	3,446.00		
Mar-04	12,386.11	22,252.52	3,446.00		SOUTH INCREASE
Apr-04	12,695.76	22,252.52	3,446.00		2.50%
May-04	12,695.76	22,252.52	3,446.00		
Jun-04	12,695.76	22,252.52	3,446.00		

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149,562.28	265,944.81	41,352.00	10,000.00		466,859.08

Jul-04	12,695.76	22,252.52	3,446.00	10,000.00	
Aug-04	12,695.76	22,252.52	3,446.00		NORTH INCREASE
Sep-04	12,695.76	22,808.84	3,446.00		2.50%
Oct-04	12,695.76	22,808.84	3,446.00		
Nov-04	12,695.76	22,808.84	3,446.00		
Dec-04	12,695.76	22,808.84	3,446.00		
Dec-04	12,695.76	22,808.84	3,446.00		
Feb-05	12,695.76	22,808.84	3,446.00		
Mar-05	12,695.76	22,808.84	3,446.00		SOUTH INCREASE
Apr-05	13,013.16	22,808.84	3,446.00		2.50%
May-05	13,013.16	22,808.84	3,446.00		
Jun-05	13,013.16	22,808.84	3,446.00		

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153,301.34	272,593.43	41,352.00	10,000.00		477,246.76

PARKS AND RECREATION DEPARTMENT

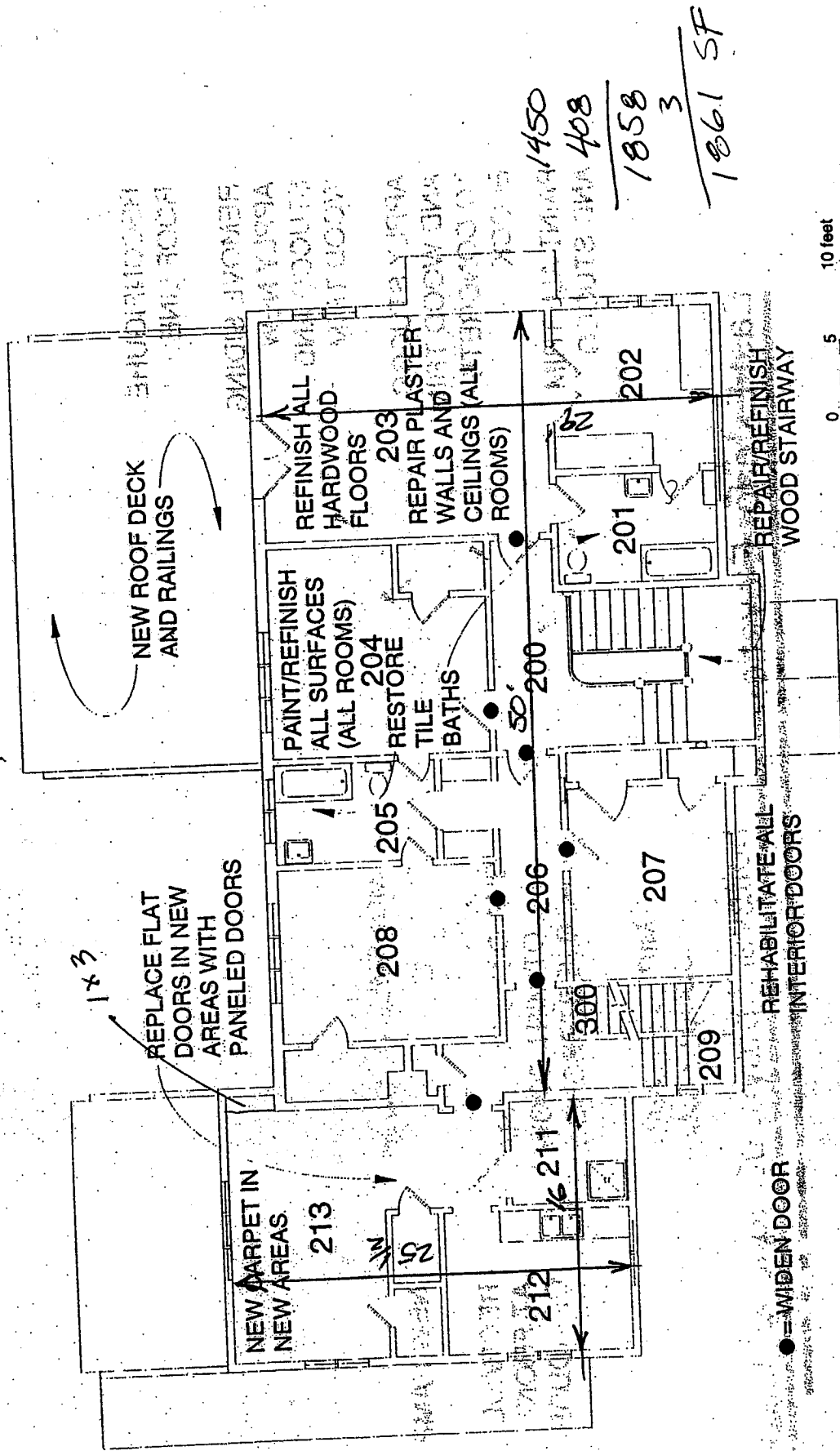
CITY BUILDINGS JANUARY 30, 2001

PARKS DEPARTMENT	SQ. FOOTAGE
Attwood Shelter	1,300
Bancroft-Restroom/Shelter	1,152
Burchard Restroom	370
Cavanaugh Shelter	100
Cherry Hill Shelter	1,418
Clifford-Restroom/Storage/Shelter	330
Comstock-Pavilion	1,500
Dietrich Shelter	150
Dunnebacke Shelter	572
Cooley Shelter	1,000
Cooley-Storage/Garage	1,320
Davis-Restroom	600
Evergreen Maintenance Barn	717
Fenner Arboretum-Bison Barn	759
Fenner Arboretum-Center	7,008
Fenner Arboretum-Ranger Shed/Maple	268
Forest View Shelter	1,300
Foster Center	39,720
Foster Park-Restroom/Storage	1,080
Frances-Maintenance Garage	576
Frances-Pavilion	5,310
Frances-Shelter	150
Georgetown	1,125
Gier Center	25,896

Oak Park-Vector Building	7,700
Oak Park-Storage (W-1)	1,344
Oak Park-Storage (W-2)	1,296
Oak Park-Storage (W-3)	1,776
Oak Park-Storage (E-4)	1,320
Oak Park Northside Drop-in	1,181
Potter Park Administrative Office (Welcome Center)	3,069
Potter Park Admission Booths (2)	84
Potter Park Admission Shelter	1,428
Potter Park-Animal Care Facility	600
Potter Park-Bird House	4,800
Potter Park-Bongo Barn	1,450
Potter Park-Camel Barn	520
Potter Park-Camel Barn Storage	210
Potter Park-Camel Ride Ticket Booth	100
Potter Park-Crane Display	120
Potter Park Priggooris Discovery Center	17,928
Potter Park-Red Cedar Ecology Center	483
Potter Park-Feline/Primate Bldg.	8,910
Potter Park-Kangaroo Barn	3,420
Potter Park-Large Barn	4,032
Potter Park-Hoof Stock	960
Potter Park-Monkey Island (Under Rocks)	80
Potter Park-Restroom/Concessions (East End)	1,421
Potter Park-Restroom/Concession/Gift Shop(West End)	3,761
Potter Park-Outdoor Classroom	880
Potter Pavilion I	1,125
Potter Pavilion III	1,125

Existing Floor Plans

wings



Name	Address	Contract Type	Contract Term	Expiration Date	Insurance	1 st Contract	Membership Status	Public Benefit
Grand River Park <u>Lansing Boat Club</u>	Lansing Boat Club P.O. Box 14053 Lansing MI 48901	Lease expired 12-31-'96 Letter in file 6-16-97 explaining status as "hold-over tenant" @ \$50 per year with LBC paying property taxes.	"hold-over tenant"	"hold-over tenant"	On file with 8/4/2004 expiration date			
Contact: Jim Hepfer 917 Sparrow Avenue Lansing MI 48910 517-484-4133 jahepfer@aol.com								

LEASE

The CITY OF LANSING, a Michigan municipal corporation (hereinafter called "Lessor") and the R. E. OLDS MUSEUM ASSOCIATION, INC., a Michigan non-profit corporation (hereinafter called ("Lessee")) hereby covenant and agree as follows:

1. For a rent of One Dollar (\$1.00) per year, the receipt of the rent being hereby acknowledged by Lessor, the Lessor leases to Lessee for a term of twenty (20) years commencing January 1, 1980 at 12:01 p.m. (and ending at 12:01 p.m. on the same day and month of the twentieth year thereafter), for museum and related purposes, the property now generally known as the "C.A.T.A. Building" on Mill Street but which is specifically described as:

Commencing on the Westerly right of way line of Mill Street 128 5/6 feet Southerly from the Northeast corner of Lot No. 3 as the point of beginning, thence Southerly along said Westerly right of way line of Mill Street to the Grand River, thence Northwesterly along the Grand River to its intersection with a line running Southwesterly from the point of beginning at right angles to Mill Street, thence Easterly along said line to the point of beginning, all in Block No. 239, Original Plat of the City of Lansing, County of Ingham, State of Michigan; subject to an easement for the City's Riverwalk as presently developed and improved, but with full riparian rights including the right to cross said easement in the exercise of those rights.

Said rent shall be due at the commencement of said term.

2. At the commencement of said term, this Lease does not include the "South Building" on said property as shown on the diagram attached hereto as "Exhibit A" or the fuel pumps and underground fuel tanks adjacent to said building. Lessee has the right and option to include the "South Building" with or without said pumps and tanks in this Lease by ~~so notifying Lessor in~~ writing (a) on or before September 30th of any year to take effect automatically on the following July 31st, or (b) after September 30th of any year to take effect automatically on the 365th day

repairs or improvements, Lessee shall, without any cost to the Lessor, furnish Lessor with a performance bond written by a surety acceptable to the above-named Committee in an amount equal to the estimated cost of the work guaranteeing the completion of work, free and clear of any liens, encumbrances, and security interests, according to the approved plans and specifications; or, in the alternative, Lessee may obtain and supply Lessor (a) with waivers of mechanics liens or (b) with such other security as is acceptable to the above-named Committee.

Lessee shall indemnify and save harmless Lessor from all workers' compensation claims arising out of Lessee's contracts for repairs and improvements to the property included in this Lease and all legal damages against Lessor for personal bodily injury or property damage to third parties occurring on said property, unless the injury or damage would not have occurred but for the fault or neglect of Lessor. The Lessee shall procure and maintain, at his own expense, any additional kinds and amounts of insurance that, in his own judgment, may be necessary for his proper protection in performing his obligations under this Lease.

4. Lessee shall occupy and use the property included in this Lease in conformity with all applicable federal, state and City of Lansing laws and building regulations, shall not use said property for any illegal or immoral purpose, and shall not permit or allow any person to commit waste of the premises or any nuisance to exist on the premises, and shall not be financially responsible for riparian obligations.

5. All applications and connections for utility services shall be made under the name of Lessee or its sub-lessee only and the cost of all public utility services supplied to the property included in this Lease for Lessee's use shall be promptly and fully paid for by Lessee. Lessor shall have no responsibility of any kind for the cost of utility services consumed on the site.

6. Lessee shall, during the term of this Lease, at its sole expense keep in full force and effect a policy of public liability

consent by the Lessor to an assignment, mortgaging, subletting or pledging shall not be deemed to be a consent to any subsequent assignment, mortgaging, subletting, or pledging. Lessee, by notifying Lessor in writing on or before ninety (90) days prior to the expiration of the term of this Lease, may renew and extend this Lease for an additional term of five (5) years and shall have the same right of renewal and extension during each renewed and extended term; provided, however, that the combined total of said additional terms shall not exceed thirty (30) years.

8. For so long as Lessee is not in breach of this Lease, Lessor covenants that Lessee shall and may exclusively, peacefully and quietly have, hold and enjoy the property included in this Lease during the term of this Lease.

9. Upon termination of this Lease for any cause (other than termination under paragraph six (6) above), the Lessee shall deliver up the property included in this Lease to Lessor with all the repairs and improvements as specified in paragraph three (3) above belonging to Lessor in at least as good condition as when Lessee received it, subject to reasonable wear and tear and damage by Act of God, fire, water or the elements. Lessee shall remove all of its property, as specified in paragraph three (3) at its own expense within sixty (60) days of the termination of this Lease. Any property of the Lessee which remains on the premises after sixty (60) days from the termination of this Lease shall be removed by the Lessor at Lessee's expense.

10. Upon breach by Lessee of any of its obligations under this Lease, after giving Lessee written notice of such breach, and the breach not having been cured within sixty (60) days of the date of receipt of said notice, Lessor may immediately or at any time thereafter, give the Lessee written notice of cancellation of this Lease, enter into and upon the demised premises or any part thereof and repossess the property included in it belonging to Lessor and expel the Lessee and those claiming under the Lessee and remove their effects and property, forcibly if necessary, at the expense of the Lessee and those claiming under

15. This Lease contains the entire agreement between the parties and cannot be changed, altered or modified except by a written instrument subsequently executed by all the parties hereto.

IN WITNESS WHEREOF, Lessor and Lessee have hereunto set their hands and seals this 7 th. day of December, 1979.

Signed, sealed and delivered in the presence of:

CITY OF LANSING, Lessor

Elena M. Gravina

By Gerald W. Graves
Gerald W. Graves, Mayor

Rita M. Bauman

By Theo Fulton
Theo Fulton, City Clerk

R.E. OLDS MUSEUM ASSOCIATION,
INC., Lessee

Eugene A. Wanger

By Richard Neller
Richard Neller
Its President

Michael Seward

By Michael Seward
Michael Seward
Its Secretary

APPROVED AS TO FORM ONLY:

Alvan P. Knot
Alvan P. Knot
Assistant City Attorney

I hereby certify that funds are available in account _____

Stephen W. Duarte
Stephen W. Duarte, City Controller

CLERK'S CERTIFICATE

I hereby certify that the foregoing Lease was approved by the Lansing City Council at its duly held meeting on the 15th day of November, 1979.

Theo Fulton
Theo Fulton, City Clerk

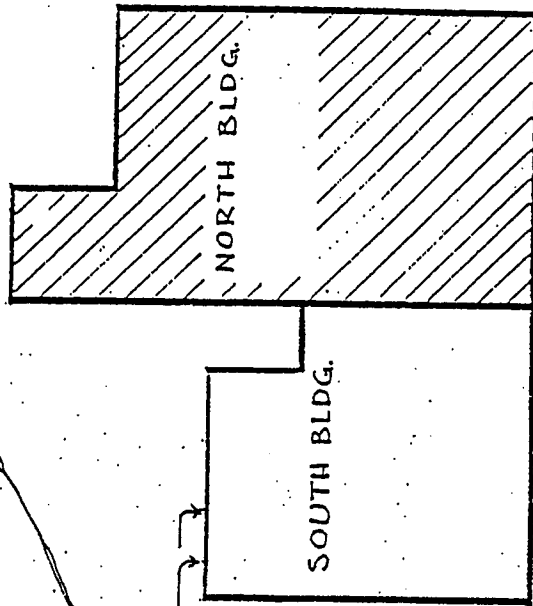
STATE OF MICHIGAN)
) ss.
County of Ingham)

On this 15th day of November, 1979, before me, a Notary Public in and for said County, personally appeared

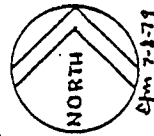
The "South Building" includes
the "Access by City" shown hereon.

Exhibit A

290' (APPROX)



MILL STREET



BLOCK 239
ORIGINAL PLAT
CITY OF LANSING

505' (APPROX.)

maintenance and repair of said pumps and tanks for the above purpose.

2c. Lessee, at Lessee's expense, may in the "South Building" (a) close with block 7 of the 8 overhead door openings, raise the threshold of the 8th overhead door opening and dispose of those overhead doors not needed by Lessor as determined by Lessor by and through its Department of Administrative Services or any other Department, agency or person which the Lessor may hereafter, in writing, designate, (b) close with block one of the 3 pedestrian doors, raise the threshold of the other 2 pedestrian doors and add a pedestrian door in the West wall of the storage room behind the Bates Building part of the building, (c) raise the exterior grade to the above-described threshold, (d) patch the roof, and re-roof the Bates Building portion of the building, (e) remove the bus-washer partition and retain the materials for use on the property, (f) relocate 4 of the ceiling heaters to the "North Building", (g) damp-proof the lower part of the exterior walls; and in "North Building", (h) close with block the West overhead door rather than the South overhead door, (i) cement in the drain trench, leaving a central drainage hole, and (j) remove and dispose of any underground fuel tanks located in the area just South of the "North Building".

Signed, sealed and delivered in the presence of:

CITY OF LANSING,
Lessor

Elena M. Gravena

By

Gerald W. Graves
Gerald W. Graves, Mayor

LEASE

This indenture is made this 18th day of March, 1987, by and between the Michigan Women's Studies Association, Inc., a non-profit Michigan corporation, hereinafter called the "Lessee", and the City of Lansing, a Michigan municipal corporation, hereinafter called the "Lessor".

WITNESSETH:

That in consideration of the mutual agreements herein contained, the parties do hereby covenant to and with each other as follows:

1. The Lessor does hereby lease to the Lessee certain real estate with the building (known as The Frank E. Cooley House) and other improvements located thereon, situated at 213 West Main Street within the City of Lansing, County of Ingham, State of Michigan, specifically described as follows, to wit:

Lot 20, Block 177, Original Plat of the Town of Michigan, now City of Lansing as recorded June 23, 1847, Liber 7, Page 598, Ingham County Records.

To have and to hold said described premises, together with the tenements, hereditaments, appurtenances and easements thereto belonging, at the rental and upon the terms and conditions herein stated, for the term of twenty (20) years, commencing at 12:01 p.m., upon the 7th day of January, 1987, and extending to 12:00 noon of the same date in the year 2007.

2. Lessee does hereby agree to pay to Lessor, as the rent of the leased premises, the sum of One and No/100 (\$1.00) Dollar per year, the first annual payment of which shall be made on the date of the signing of this Lease, with all other payments falling due on the anniversary date of each year thereafter.

3. Lessee agrees and covenants that the leased premises herein

workers' compensation claims arising from Lessees' contracts for repairs and improvements to the property included in this Lease, and all legal damages against Lessor for personal bodily injury or property damage to third parties occurring on said property, unless, as above, the injury or damage would not have occurred but for the fault or neglect of Lessor, its employees, servants, agents or assigns. The Lessee shall procure and maintain at its own expense any additional or other kinds and amounts of insurance, including workers' compensation insurance, that, in its own judgment, may be necessary for its own protection in performing its obligations under this Lease.

14. Lessee agrees not to assign or transfer this Lease or to underlease or sublet the whole or any part thereof of said leased premises without the prior written consent of the Lessor.

15. If during the term of this Lease or any extensions thereof the Lessor decides to sell or convey the property herein described, or any part thereof, and receives an acceptable offer therefore, then and in that event Lessee shall have the right and option to purchase the same on not less favorable terms. Lessee must exercise this right and option, if at all, by not later than the thirtieth (30th) day after the day it receives from Lessor written notice of said proposed sale together with a copy of said offer. If Lessee exercises said right and option, the value of the repairs and improvements which Lessee has made to the property being sold or conveyed shall be credited to Lessee on the purchase price; but if Lessee does not exercise said right and option, Lessor shall pay the amount of said value to Lessee when the sale or conveyance is made. The amount of said value under this paragraph shall be determined by the actual cost which Lessee incurred in making said repairs and improvements less reasonable depreciation and less the funds provided Lessee by the Lessor initially for repairs and

26. The failure of Lessor to enforce any provision of this agreement or to otherwise seek redress for any violation of any provision of this agreement shall not be considered a waiver of that provision.

IN WITNESS WHEREOF, the parties have thereunto set their hands and seals on the 18th day of March, 1987.

Louis J. Bennett

Vickie Bell

CITY OF LANSING

BY: Terry J. McKane
Terry J. McKane, Mayor

BY: Rita M. Bauman
Rita M. Bauman, City Clerk

MICHIGAN WOMEN'S STUDIES
ASSOCIATION, INC.

Marion D. The Clerk

John J. R.

Approved as to form only:

BY: Glady Beshen
President

BY: Elizabeth H. Giese
Secretary

John M. Roberts, Jr.
John M. Roberts, Jr.
Senior Assistant City Attorney

Certification as to availability of funds
Account No.: none required

Charles S. Remon Deputy Controller
Stephen W. Duarte, City Controller

LEASE BETWEEN
THE CITY OF LANSING
AND
THE SALVATION ARMY, INC.

THIS LEASE, made this 28th day of June, 1989, by and between the CITY OF LANSING, Lansing, Michigan, a Michigan municipal corporation, with an address of 2nd Floor, 119 N. Washington Square, Lansing, Michigan 48933, hereinafter referred to as "Lessor", and THE SALVATION ARMY, INC., an Illinois non-profit corporation, with an address of 525 N. Pennsylvania Avenue, Lansing, Michigan 48912, hereinafter being referred to as "Lessee", wherein the aforementioned agree to the following terms and conditions:

WITNESSETH:

1. For valuable consideration and in consideration of the premises, the Lessor demises and leases to the Lessee and the Lessee rents from the Lessor certain premises located at 800 E. Saginaw Street, Lansing, Michigan, hereinafter described and shown on Diagram A attached hereto and incorporated herein by reference.

2. Unless terminated earlier as set forth below, the term of the Lease shall be for five (5) years and shall commence on the 1st day of July, 1989, extending to and including the 30th day of June, 1994.

3. Lessee does hereby agree to pay to Lessor, as the rent of the leased premises, the sum of One and no/100 Dollar (\$1.00)

equal to the replacement cost of the building leased hereunder at all times during the term of this Lease. Proof that the Lessee has obtained such insurance in amounts satisfactory to the Lessor on the building shall be furnished to the Lessor in the form of a policy or certificate on or before execution of this Lease.

6. Lessee may place or install on and/or in the leased premises such fixtures and equipment as it deems desirable for the use of the property as a youth center. Personal property, fixtures and equipment placed by Lessee or any subtenant shall not become a part of the realty even if nailed or screwed or otherwise fastened to the premises but shall retain their status as personalty and may be removed by Lessee at any time. Any damages caused to the premises by or repairs necessitated by the removal of said personal property shall be repaired by the Lessee at its sole expense. If Lessee upon ten (10) days written notice fails to make the requested repairs, the Lessor shall have the authorization to make the requested repairs and the Lessee shall be obligated to pay the Lessor for the cost of the repairs on or within thirty (30) days from the date the Lessor submits a bill to Lessee for the cost of repairs.

7. Lessee shall be obligated for all repairs, whether major or minor, and the exterior maintenance of the leased premises but shall be under no obligation to rebuild or replace the premises should it be destroyed by fire or other calamity. For purposes of this section, the word "destroyed" shall mean

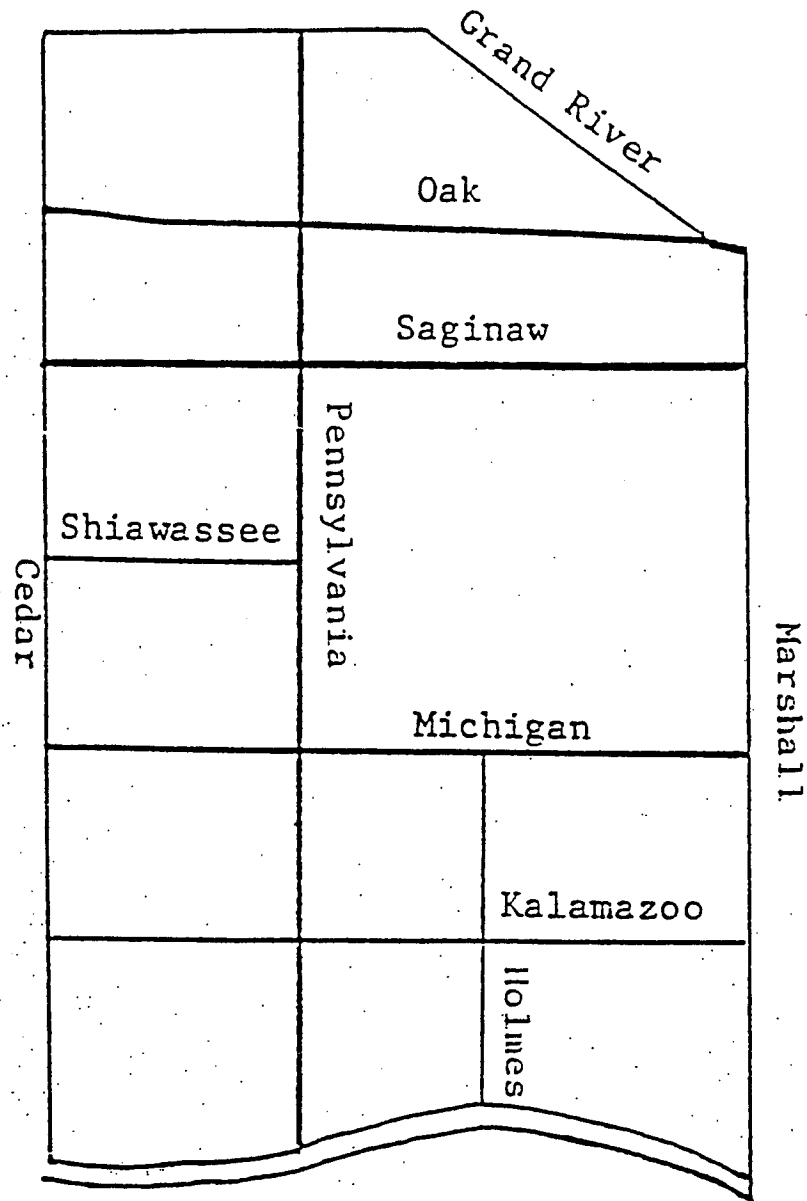
damage comprehensive coverage insurance naming the City of Lansing as an additional insured in an amount of at least \$1,000,000 public liability total coverage and \$500,000 for each person, for each occurrence, and \$50,000 for property damage, the policy or a certificate thereof to be provided to the Lessor on or before execution of this Agreement.

16. Lessor reserves the right to enter upon the leased premises during business hours at any time to inspect the same or to make such repairs as Lessor may deem advisable. If upon inspection, the Lessor deems repairs are necessary to protect the health and safety of persons using the premises, or to correct code deficiencies, and the Lessee fails to commence and/or make such repairs or maintenance within ten (10) days after being advised by the Lessor of the repairs, the Lessor or its agents shall have the authority to go on the leased premises and make such repairs and the Lessee shall be obligated to pay for such repairs on or before thirty (30) days after the Lessor has submitted a bill to the Lessee for the cost of the repairs.

17. Lessee shall not discriminate as to provision of services pursuant to this Agreement or as to hiring or terms or conditions of employment based on any illegal basis, including but not limited to, age, race, sex, marital status, height, weight or religion.

18. Notwithstanding any condition, term or article or any interpretation of any condition, term or article set forth within

DIAGRAM B



LEASE

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THIS LEASE, made this *1st* day of *January* 1997 by and between the **CITY OF LANSING, A MICHIGAN MUNICIPAL CORPORATION** with offices at City Hall, 124 W. Michigan Avenue, Lansing, Michigan 48933, hereinafter referred to as "Landlord", and North Lansing Community Association, with an address of 313 East Grand River Avenue, Lansing, Michigan 48906, hereinafter referred to as "Tenant", which is made upon the following terms and conditions:

ARTICLE 1. - GRANT AND PREMISES

For valuable consideration and in consideration of the premises, the Landlord demises and leases to the Tenant and the Tenant rents from the Landlord certain premises at 313 East Grand River Avenue, Lansing, Michigan, and 1112 Factory Street, Lansing, Michigan, hereinafter described as the North Lansing Comfort Station and R.R. Tower shown on Diagrams A and B attached hereto and incorporated herein by reference.

ARTICLE II. - TERMS

The term of the Lease shall be for Five (5) years, commencing on January 1, 1997, at 12:00 midnight, and ending on December 31, 2002, at 12:00 midnight.

ARTICLE III. - RENT

The rent of said premises for said term shall be Five and 00/100 Dollars (\$5.00), in lawful money of the United States, Certified check or Money order, payable in yearly installments in advance, upon the first day of each and every year as follows: One and 00/100 (\$1.00) Dollars on January 1, 1997; and the same amount on the first day of each year thereafter during the term of the Lease.

Rent payments shall be made payable to Landlord at the City of Lansing's Department of Planning and Neighborhood Development, Development Office, 119 N. Washington Square, 2nd Floor, Lansing, Michigan 48933.

ARTICLE IV. - CONDUCT OF BUSINESS BY TENANT

~~Tenant shall use and occupy the premises during the term of the Lease solely~~
for the purpose of Public Meeting Rooms, with offices for the North Lansing Community

Organization, Tenant shall submit to the Landlord a written statement, signed by Tenant setting forth the following information:

1. The name of the proposed Non-profit Organization subtenant and the character of its business;
2. The activities to be conducted in and the use to be made of the premises by the proposed sub-tenant;
3. The terms and conditions of the proposed subletting;
4. Such financial information and credit information pertaining to the proposed subtenant sufficient to enable Landlord to evaluate its financial responsibility;
5. A representation that the proposed subtenant is not a tenant, subtenant, assignee or occupant of any space in the building.

During a period of thirty(30) days after receipt by Landlord of the foregoing information, Landlord may elect (1) to consent to such proposed subletting; or (2) to refuse or withhold consent to such subletting. Such election may be exercised by written notice served upon Tenant within such thirty(30) day period, but if no such notice is served, it shall be deemed that Landlord has elected to refuse or withhold consent to the proposed subletting.

ARTICLE VII. - PROPERTY TAXES

Tenant shall be responsible for and pay the property taxes. The Tenant shall be solely responsible to pay all personal property taxes levied or assessed on its inventory of equipment and fixtures by any governmental agency and any other taxes, including income and sales taxes.

ARTICLE VIII. - QUIET ENJOYMENT

Upon payment of the rent herein provided by Tenant, and upon observance and performance of all of the covenants, terms and conditions on Tenant's part to be observed and performed, Tenant shall peacefully and quietly hold and enjoy the demised premises for the term hereby demised without hindrance of interruption by Landlord or any other person or persons lawfully or equitably claiming by, through or under the Landlord, subject, nevertheless, to the terms and conditions of the Lease.

required or elects to repair or rebuild the leased premises as herein provided, Tenant shall repair or rebuild its merchandise, trade fixtures, furnishings, and equipment in a manner and to at least a condition equal to that prior to its damage or destruction. In the event damage cannot be required within sixty (60) days, either party may terminate this Lease.

Each party hereto does hereby remise, release, and discharge the other party hereto and any officer, agent, employee, or representative or such party of and from any liability whatsoever hereafter arising from loss, damage, or injury caused by fire or other casualty for which insurance (permitting waiver of liability and containing a waiver of subrogation) is carried by the injured party at the time of such loss, damage, or injury to the extent of any recovery by the injured party under such insurance.

ARTICLE XV. - ACCESS BY LANDLORD

Landlord or Landlord's agent shall have the right to enter the leased premises at all reasonable times to examine the same and to show them to prospective purchasers or mortgagees of the building and to make such repairs, alterations, improvements, or additions as Landlord may deem necessary or desirable, and Landlord shall be allowed to take all material into and upon said premises that may be required therefor without the same constituting an eviction of Tenant in whole or in part, and the rent reserved shall in no way abate while said repairs, alterations, improvements, or additions are being made, by reason of loss or interruption of business of Tenant, or otherwise. During the term of this Lease, Landlord may exhibit the premises to prospective tenants and place upon the premises and usual notices "To Let" or "For Rent," which notices Tenant shall permit to remain thereon without molestation.

ARTICLE XVI. - TENANTS PROPERTY

Tenant shall be responsible for and shall pay before delinquency all municipal, county, state, and federal taxes assessed during the term of this Lease against any of the Tenant's property.

The Landlord shall not be responsible or liable to the Tenant for any loss or damage that may be occasioned by or through the acts or omissions of persons occupying adjoining premises or any part of the premises adjacent to or connected with the premises hereby leased or any part of the building of which the leased premises

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Spring Street Contract - Billboard.... Leasee: Viacom Outdoor Inc.	Viacom Outdoor Inc. Phoenix, Arizona 85009 - <u>no complete address on file</u>	Lease - to use property located at 413 Spring Street. Property is being used to erect and use a billboard (advertising)	Contract currently on a year to year basis. Company is to pay \$1,500 yearly plus the rate of inflation on or before the May 1 st deadline each year. Contracted can be terminated as long as either the Lessor or Lessee state their intentions in writing 60 days prior to next effective date - return receipt mailing.	There is no exp. date - lease can continue on a year to year basis as long as Lessee makes payment on or before the effective date	None required	Earliest on record is the original signed on 4/3/81	N/A	N/A
No known contact person or phone #	Original company on contract was National Advertising Company - over the years this lease has been reassigned to different parties.		Account#410-0-667000.0 - deposit account - once deposit is receipted a copy of check & receipt is given to Business Admin Assistant (currently Carol Abbott) keep copy of check and original receipt on file. Business Admin Assistant will deposit funds in revenue account and give to Deputy Director for Transfer. - all instructions in file records					

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Kircher Baseball Field Score Board	Pepsi Bottling Group 4900 W. Grand River Lansing, MI 48906	Contract is for a new scoreboard at Kircher w/ specific obligations to be met by Pepsi & City for length of contract. See contract for terms. Pepsi provided funding for scoreboard.	6 years - Pepsi to provide \$.25 per case rebate on all products sold at Kircher annually.	3/24/06	No insurance required.	Earliest contract on file signed 3/24/00	N/A	New Score - board
Pepsi Cola Contract	Att: Rick Tozer		No record of rebate monies since 4/01					
Contract signed by: Jim Simpson - Pepsi Rep. in Grand Rapids. (616) 285-8247			Account # 101.0.649010.0					
Contact: Rick Tozer Lansing Pepsi Rep. (517) 327-3172								

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Hope Soccer Complex Ingham County Parks Dept. Contact: Robert Moore - Director (517) 676-2233	630 1/2 North Cedar Mason, MI 48854	Lease agreement between City of Lansing & Ingham County - Parks Dept.	15 year lease	7/27/2013	Insurance required - none on file. Page 4 - of attachment C Insurance....	7/27/98	N/A	To create a new recreational facility for Lansing residents.

Parks and Recreation Dept. - Contracts Master List

Name	Address	Contract Type	Contract Term	Exp. Date	Insurance	1 st Contract	Membership Status	Public Benefit
Cell Tower Agreements	Woodbridge Plaza 517 Route 1 South Suite 5000 Iselin, New Jersey 08830	2 Master Lease's (Cell) to use property at Kircher & Parcel B - Lansing South.	Refer to sec. 4a-b, & sec 5a-e - Per City Attorney - Margo Vroman	Expires: 5/2004 without extension	Expires: 6/15/04	5-14-99	N/A	No Known benefit
2 Master Leases for ATT Communications Corp. (lease sold to ATT Corp from SBA in 2003)	Site Administration (732) 404-9360 ext. 250	Parcel B - Lansing South.	10yr term w/ 3 5yr extensions. Automatic renewal if no default. Each 5yr term (lump payment in advance) for entire 5 year term. - payment schedule in contract.	Term could run for 25 yrs if no default & extensions are honored				
Contact:	Site #34114 Kircher/Red Cedar	Copy of contract given to me by Dick Schaffer - Parks Dept. Landscape Architect -						
ATT Communications Corp...	Site#33724 Lansing South Parcel B - Dadson St.	Copy of Contract to C&CS for records						
Woodbridge Plaza 517 Route 1 South Suite 5000 Iselin, New Jersey 08830	Site# 33725 & Site# 33723 are handled by C&CS - Eric Tumbarella (Master Lease Holder)		\$132,000.00 due For NEXT 5yr Term - 5/04					
Site Administration (732) 404-9360 ext. 250								

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FOR EACH SITE